

Civil Service Commission Minutes

Cincinnati, Ohio

April 24, 2014

The Civil Service Commission met in regular session in Room 307, City Hall on Thursday, April 24, 2014. Commissioners in attendance were Mr. James Robinson, Chair; Ms. Deborah Gaines; and Mr. Robert Braddock. Commission staff present included Ms. Georgetta Kelly, Human Resources Director/Civil Service Secretary, Ms. Arnell Jackson, Division Manager, Workforce Management, and Ms. Seeta Martindale, Recording Secretary.

Since minutes from the April 10, 2014 meeting were circulated among the members, a motion to dispense with a reading of the minutes was passed and the minutes were approved.

CITY MANAGER/EMERGENCY COMMUNICATIONS CENTER

Request from the City Manager/Emergency Communications Center for the voluntary demotion of Erin Fox, Assistant Operator Dispatcher to an Emergency 911 Operator

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that all parties are agreeable to the voluntary demotion.

ENTERPRISE TECHNOLOGY SOLUTIONS

Request from the Enterprise Technology Solutions Department for the exceptional appointment of Alexandria Horne as a Senior Computer Programmer Analyst

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact Ms. Horne meets the minimum and specialized requirements of the classification.

PLANNING AND BUILDINGS

Request from the Planning and Buildings Department for the exceptional appointment of Chris Clark as an Inspector Trainee 1 (GBI)

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact Mr. Clark meets the minimum and specialized requirements of the classification.

POLICE

Request from the Police Department for the transfer of Elizabeth Booso from a Clerk Typist 3 in Planning & Buildings to a Clerk Typist 3 in the Police Department/ Development Section/Training Unit

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that all parties are agreeable to the transfer.

WATER WORKS

Request from the Water Works Department for the exceptional appointment of Timothy Barger and Austin Klein as Plant Operators 1

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that Mr. Barger and Mr. Klein meet the minimum and specialized requirements of the classification.

AGENDA ITEMS

Classification Study submitted by the Board of Education for Ms. Shana Schneider, Intermediate Accounting Technician

The staff recommended approval of the findings of the classification study. After review and discussion, the Commission approved the recommendation. The decision was based upon the information presented before the Commission.

Request from Shantay James to rescind the Civil Service Commission approval for her transfer and title change from a Truck Driver in the Public Services Department to a Storekeeper in the Fire Department

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that all parties are agreeable to rescinding the CSC approval.

Request from Patrick Schiller to appeal the rejection of his application from the Fire Recruit exam process

The staff recommended denial of the request. After review and discussion, the Commission denied the request based on the information presented before the Commission.

Request from Timothy Hosken to appeal his disqualification from the Police Officer (Lateral Entry) open exam process

The staff recommended approval of the request. After review and discussion, the Commission approved the request based on the information Mr. Hoskin presented before the Commission.

Request from Jason Kaiser to appeal the rejection of his application from the Maintenance Supervisor promotional exam process

The staff recommended denial of the request. After review and discussion, the Commission approved the request based on the fact that Mr. Kaiser meets the required educational requirement to take the promotional exam.

Request from Robert Petersen to appeal the rejection of his application from the Administrative Technician exam

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on career paths, revision of classification plans, and the recommendation to add Supervising Storekeeper to the feeder pool for Administration Technician.

Request from Rebecca Koligan to appeal the rejection of her application from the Administrative Technician exam

The staff recommended denial of the request. After review and discussion, the Commission denied the request based on the fact that Ms. Koligan does not meet the minimum qualifications for the promotional exam.

Request from Laura Lemberg to appeal the rejection of her application from the Administrative Technician exam

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on career paths, revision of classification plans, and the recommendation to add Storekeeper to the feeder pool for Administration Technician.

Requests from Maury Allen, David Arnold, Keith Brooks, John Brown, Anthony Egner, Eric Franz, Patrick Jones, Michael Kincaid, Kathleen Lafferty, Matthew Paganelli, Stuart Rhodes, and Matthias Yates to appeal their disqualification from the Fire Recruit open exam selection process

The staff recommended denial of the requests. After review and discussion, the Commission denied the requests based on the approved Disqualification Criteria and their own admissions/omissions.

Requests from Nicholas Nolan, Brian Welshan, and Kirsten Worth to appeal their disqualification from the Fire Recruit open exam selection process

The staff recommended denial of the request. After review and discussion, the Commission approved the requests based on the approved Disqualification Criteria and the information presented before the Commission.

Request for approval of new and/or revised classifications specifications:

Board of Education

- None

City of Cincinnati

- Laboratory Technician 2 - Promotional
- Laboratory Technician 4 (Water Works and MSD) - Promotional

After review and discussion, the Commission approved the request.

Request from the City Manager/Parking Facilities Division to add (3) positions for Parking Enforcement Officer to its table of organization

The staff recommended approval of the request. After review and discussion, the Commission approved the request. The decision was based on the fact that a review of the responsibilities and level of work for the proposed positions are consistent with the recommended classification. The department will delete (3) Parking Meters Collector positions from its table of organization.

INFORMATION ITEM

- *Civil Service Commission: Quasi-Judicial items*

DECISIONS: UNDER ADVISEMENT

- **Classification Studies on Plant Maintenance Worker, Facility Maintenance Specialist and Building Maintenance Worker positions at the Department of Sewers re-submitted by Human Resources**

The Commission continues to hold the matter under advisement.

DECISIONS: PREVIOUSLY UNDER ADVISEMENT

- **In the matter of the appeal by David Weitzel from the Fire Department regarding using the Z-Scoring method for grading the Fire Captain promotional examination**

The appeal has been denied with written decision to follow.

HEARING DECISIONS: PREVIOUSLY PENDING

- **In the matter of the appeal by Curtis Boykins regarding his 80 hours suspension from the Water Works Department**

The appeal has been denied with written decision to follow.

Hearing Appeals to be scheduled

Name	Scheduled for:
Veronica Barnes	<i>Appellant seeking Representation</i>
Robert DeBonis	<i>Appellant requested a continuance</i>
Anthony Axle	<i>To be rescheduled</i>
Erika A Longstreth (Board of Education)	<i>To be rescheduled</i>
Vinson Key	<i>To be rescheduled</i>
Jeff Stallworth	<i>To be rescheduled</i>
Daryl Ross	<i>On Hold</i>